

FAQ Update – October 10, 2013 – Pay, benefits and unemployment compensation

Will BBG Federal employees be paid for the entire pay period, September 22, 2013, through October 5, 2013, on October 11, 2013?

No. All BBG Federal employees will be paid only for the actual time worked from September 22, 2013 through September 30, 2013.

I am an employee performing excepted activities and have been required to work during the government shutdown.

Will I be paid for the time I worked during the government shutdown on October 11, 2013?

No, your paycheck on October 11, 2013, will include payment for the actual time worked from September 22, 2013 through September 30, 2013. Your paycheck will not include payment for any time worked from October 1, 2013 through October 5, 2013.

Will I be paid for the time I worked during the government shutdown and if so, when?

Yes, if you were required to perform excepted activities during the shutdown, you will be paid for the time worked once the government shutdown ends and the normal payroll process resumes.

I am an employee who was furloughed during the government shutdown. Will I be paid for the time I was furloughed?

Until an appropriation is passed, the exact terms of the provision, including retroactive compensation for furloughed employees, remain unknown.

How about my payroll deductions? Will those be altered in any way during this pay period due to the fewer paid workdays?

Yes and No. Some deductions will remain at the same level, while other deductions will vary depending on the amount of your gross pay. Below is a list of those deductions designated by fixed and variable.

Fixed Deduction Amounts – Amounts remain unchanged

- FEHB (full-time employees)
- Vision (supplemental)
- Dental (supplemental)
- TSP employee deduction (fixed, if authorized by employee)
- FEGLI Basic
- FEGLI (Option A - Standard)
- FEGLI (Option C – Family)
- Flexible Spending Account (FSA)
- Health Savings Account (HSA)
- Federal Long Term Care Insurance Program (FLTCIP)

Variable Deduction Amounts – Amounts change based on gross pay

- Federal/State/Local Tax withholding
- OASDI
- Medicare
- FEGLI (Options B - Additional)
- Retirement (CSRS/FERS/Foreign Service retirement plans)
- TSP employee deduction (percentage, if authorized by employee)
- FEHB (part-time employees)

Note – voluntary deductions for union dues participation may be fixed or variable deductions, depending on the organization.

I am an employee working at BBG performing excepted activities during the government shutdown. When do I submit my next timesheet?

Accurate time and attendance records must be maintained for all excepted employees utilizing processes in place within each office to record the time worked. The next pay period ends on October 19, 2013. For now, employees should maintain their timesheets but not submit their timesheets for processing. When the government shutdown ends, the Office of the CFO will provide instructions on when to submit timesheets and amended timesheets.

My gross pay is for less time than I worked from September 22, 2013 through September 30, 2013. What should I do since the government is on a shutdown status?

When the government shutdown ends, an amended timesheet should be submitted to correct the hours worked from September 22, 2013 through September 30, 2013.

I believe there is an error in my pay check. What should I do since the government is on a shutdown status?

When the government shutdown ends, please contact the Customer Service Office of the OCFO in room 1655 or on 202-382-5614.

I have been on furlough since October 1, 2013. Am I eligible to apply for and receive unemployment compensation for federal employees?

An employee's eligibility for unemployment compensation is a function of both federal and state regulations. All unemployment benefit programs are administered by the individual states. However, these sites provide overall guidelines for unemployed Federal employees:

<http://www.dol.gov/sequestration/ui-federalemmployees.htm>

<http://www.dol.gov/dol/shutdown/UI-Fact-Sheet.pdf>

<http://workforcesecurity.doleta.gov/unemploy/unemcomp.asp>

<http://www.servicelocator.org/OWSLinks.asp>.

Is there specific information that I need to have at my disposal if I elect to file for unemployment benefits?

Yes. There are four pieces of information relating to the agency that you may need to provide in the application process. They include:

- Federal Identification Code for BBG – 406
- Official name of organization – Broadcasting Board of Governors
- Official address of organization – 330 Independence Avenue, SW
Attention: OHR – Room 1543
Washington, DC 20237
- Fax number of BBG Payroll Office – (202) 203-4660

This information is included in the SF-8 form attached to your furlough letter.

You also need to provide a copy of a recent SF-50 (Notification of Personnel Action), a copy of a recent Leave and Earnings Statement, or a copy of your last W-2 form to verify employment.

Since I was put on furlough, I have been called into the office on occasion and taken off of furlough. Does this invalidate my ability to apply for or receive unemployment benefits?

Most states and the District of Columbia require a certain period of unemployment in order to apply for and receive benefits. Please check the regulations of the state in which your office is located. Keep in mind that if you are recalled from furlough to perform excepted services, you will be paid by BBG for those non-furlough days you worked once an appropriation is passed and normal payroll processing resumes.

Do I need to notify BBG that I have applied for unemployment benefits?

There is no need to notify us of your application. The state will initiate an inquiry and forward those requests to our Payroll Office for us to substantiate your employment and salary level.